

Edie has seen the attached and concurs.

Please sign the pink routing sheet. Thanks.

Marie

THANKS MARIE

Date 4/21/86

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OL Planning Conference - 7/8 October 1986, Sheraton-Fredericksburg

FROM:

C/IMSS/OL

EXTENSION

NO.

DATE

21 APR 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. EO/OL

RECEIVED

FORWARDED

4/21

2. DD/L

3. D/L

4. C/IMSS/OL

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Attached is information on our reservations at the Sheraton-Fredericksburg for subject planning conference on 7/8 October.

If you approve these arrangements, I'll have the attached letter from the Sheraton signed by a Contracting Officer and return it to the Sheraton confirming our reservations. It must be returned by 9 May.

In addition to \$53 per person for rooms, lunch/dinner on 10/7 and breakfast/lunch on 10/8 will be \$51 per person including tax and gratuity. (Coffee & donuts are extra.)

Reservations will be made for 16 attendees of the conference as follows: D/L, DD/L, EO/OL, AEO/OL, C/NBPO, C/B&FB, C/IMSS, C/P&TS, C/PMS, C/SS, C/FMD, C/P&PD, C/PD, C/RECD, C/SD, and the Planning Officer/IMSS.

*Maie*  
*Why are you*  
*getting a different*  
*price from that*  
*of Ken's?*

*Which one are we getting?*  
*Signatures*

*1 - 2 3*

*According to Ken - it*  
*costs us \$109/person*  
*the last time we were*  
*down there*